



IDFPR

Illinois Department of
Financial and Professional Regulation

Division of Professional Regulation

PROFESSIONAL LAND SURVEYOR:
NEXT STEPS

YOU'VE TAKEN AN NCEES EXAM... GREAT! NOW WHAT?

1. A grade notice will be posted to your NCEES account once NCEES scores the examination.
2. **NCEES Exams:**
 - A. If you **FAILED** an NCEES examination, you must re-register with NCEES and email IDFPR at FPR.DesignUnit@Illinois.Gov with your exam registration confirmation and NCEES ID # to sit for the next available exam.
 - B. If you **PASSED** an NCEES examination, email IDFPR at FPR.DesignUnit@Illinois.Gov with your exam score notice/exam verification and NCEES ID # for processing.
3. **IL Jurisdictional Exam:**
 - A. If you **FAILED** the IL Jurisdictional examination, you must re-register with CTS and follow their instructions to sit for the next available exam.
 - B. If you **PASSED** the IL Jurisdictional examination, email IDFPR at FPR.DesignUnit@Illinois.Gov with your exam score notice/exam verification for processing.
4. If you have questions regarding your application, please contact the Department at 217-524-3210.

APPLYING FOR ENROLLMENT AS A SURVEYOR INTERN (SI)

As all applicants must be pre-approved by the Board to sit for the FS exam for SI Enrollment, the final item to submit to the Department for SI enrollment is your FS exam verification.

Once our office receives your email with the exam verification, it will be processed and your enrollment application will be completed. At which point, you should receive an email from the Department containing a download link for your SI Certificate.

APPLYING FOR AN ILLINOIS PROFESSIONAL LAND SURVEYOR LICENSE

As all applicants must be pre-approved by the Board to sit for the PS and Illinois Jurisdictional exams, the final items to submit to the Department for PLS licensure are your PS and IL Jurisdictional exam verifications.

Once our office receives your email(s) with the exam verifications, they will be processed and your PLS license application will be completed. At which point, you should receive an email from the Department containing a download link for your PLS license.

See page two for important information once you are licensed.

Important information once licensed.

- All Professional Land Surveyor licenses expire on November 30th of even-numbered years, regardless of issuance date.
- You are exempt of the PDH requirement for your initial renewal.
- It is your responsibility to update your contact information including email address with the Department to ensure that you receive all courtesy renewal email reminders and other notifications.
- We highly recommend that you review the Code Enforcement Manual as it will provide a sample of what your Illinois license seal/stamp should look like and other useful information regarding your profession.
- **You may access the manual here:** https://www.idfpr.com/forms/DPR/Design_Code_Manual.pdf